## **Machinable Parcels**

Related QSG: 050

700

Quick Service
Guide

#### Eligibility Overview (E600)

(R600)

Machinable parcels must qualify under applicable standards for Standard Mail rate claimed. Machinable parcels must also meet dimension standards in C050 to be sorted on USPS parcel sorting equipment. Additional charges apply to some Standard Mail (B) Parcel Post pieces.

#### Rates and Fees

Fees Single-piece Standard Mail (A) and Standard Mail (B) rates are available.

- Standard Mail (B) rates: Parcel Post and Bound Printed Matter rates are zone-based, Special Standard Mail and Library Mail rates are not zone-based.
- Standard Mail (A) rates: not zone-based.

Postage discounts are available for bulk Standard Mail (A) and some Standard Mail (B) if mail meets additional standards for volume, presort, and destination entry.

Annual bulk mailing fee (\$85.00) might be required.

## Addressing

(A010) Each piece must include complete delivery and return addresses with correct ZIP Code or ZIP+4 code.

# Characteristics and Content

and Content (C050, C600) Minimum weight: 8 ounces. Pieces between 6 and 8 ounces may qualify (C050.4). Maximum weight: 35 pounds (25 pounds for books or other printed matter). Dimensions: 6 to 34 inches long, 3 to 17 inches high, and 0.25 to 17 inches thick.

## Deposit

(D600)

Deposit:

Bulk or presort: at post office where permit or license held.

■ Single-piece with complete postage affixed: in any collection box or post office. Destination entry mail must be deposited as specified by standards for rate claimed.

# Mail Preparation and Sortation

(M630)

Mail must be prepared and marked under applicable standards for Standard Mail (A) or (B) machinable parcels and for rate claimed.

Preparation and labeling (presort): on reverse.

### Postage and Payment Methods (P600)

Method: adhesive stamp (single-piece rate only) (P022), precanceled stamp (P023), meter (P030), or permit imprint (P040); applicable conditions and restrictions.

### **Special Services**

(S900)

See Quick Service Guide 900.

This guide is an overview only. For the specific DMM standards applicable to this category of mail, consult the DMM sections referenced above and the general sections within each DMM module.



## **Preparation Sequence** 5-Digit **Destination BMC/ASF Mixed BMC** BMC CHICAGO IL 60808 MXD BMC KANS CITY KS 64399 CHICAGO IL 60808 STD [B]<sup>1</sup> MACH 5D TOPEKA KS STD [B]<sup>1</sup> MACH [BMC]<sup>2</sup> TOPEKA KS STD [B]<sup>1</sup> MACH WKG TOPEKA KS Standard Mail (A) Standard Mail (A) Sacks: Optional at 10 pounds Sacks: Required with no minimum. Sacks: Required at 10 pounds. (required for 3/5 presort rate). Labels: For Line 1, use "MXD" followed by the Column B information Standard Mail (B) Standard Mail (B) in L601 for the BMC serving the Sacks: Required at 10 pieces, 20 Sacks: Required at 10 pieces, 20 3-digit ZIP Code prefix of the entry pounds, or 1,000 cubic inches. pounds, or 1,000 cubic inches. post office. Smaller volumes not permitted. Note: Presort to ASFs for mail to ASF service area, if destination BMC rate Labels: Use 5-digit destination of is claimed. mail for Line 1. Smaller volumes not permitted. Labels: Destination ASF (DBMC rate); use L602 for Line 1. Destination BMC (DBMC rate); use L602 for Line 1. Destination BMC; use L601 for Line 1.

<sup>&</sup>lt;sup>1</sup>For Standard Mail (A), use "A," for Standard Mail (B), use "B."

<sup>&</sup>lt;sup>2</sup>Use "BMC" for destination BMC sacks or "ASF" for ASF sacks.